NORTH CENTRAL REGIONAL TRANSIT DISTRICT
BOARD MEETING SUMMARY

February 6, 2015
9:00 AM - 1:00 PM
Jim West Regional Transit Center
Board Room

Below is a summary of the actions taken by the North Central Regional Transit District's Board of Directors on the above date. This is not an official transcript of the meeting.

CALL TO ORDER:

A regularly scheduled meeting of the North Central Regional Transit District's Board of Directors was called to order on the above date at 9:13 a.m.

ROLL CALL:

Ms. Lucero called the roll and it indicated the presence of a quorum as follows:

Members Present:	**Elected Members**	**Alternate Designees**
Los Alamos County	*Councilor Pete Sheehey*	
Rio Arriba County		*County Manager Tomas Campos*
Taos County	*Commissioner Jim Fambro*	
Town of Taos	*Mayor Daniel Barrone*	
Santa Fé County	*Commissioner Miguel Chavez*	
Nambé Pueblo	*Lonnie Montoya*	
Pojoaque Pueblo	*Absent*	
Ohkay Owingeh	*Absent*	
San Ildefonso Pueblo	*Lillian Garcia*	
Santa Clara Pueblo		*Mary Lou Valerio*
Tesuque Pueblo	*Governor Charlie Dorame*	*Sandra Maes*
City of Santa Fé		*Jon Bulthuis*
City of Española	*Absent*	

Town of Edgewood	*Councilor Chuck Ring*	Steven Shepherd
Rio Metro (ex officio)	*Elizabeth Carter*	

Staff Members Present

Mr. Anthony J. Mortillaro, Executive Director
Mr. Pat Lopez, Interim Finance Director
Ms. Dalene Lucero, Executive Assistant
Ms. Stacey McGuire, Project and Grants Specialist
Mr. Michael Kelly, Transit and Facilities Operations Director
Mr. Jim Nagle, Public Information Officer
Mr. Gary Guinn, Fleet and Facilities Maintenance Manager
Ms. Kathy Diaz, Transit Driver I
Ms. Mary Pacheco, Transit Driver II
Mr. Roger Weahkee, Transit Driver I

Others Present

Mr. Peter Dwyer, Legal Counsel
Mr. Carl Boaz, Stenographer
Mr. Ardee Napolitano, Rio Grande Sun
Ms. Lisa Katonak, Santa Fe County Manager's Office
Mr. Robert Griego, Santa Fe County Planning Manager
Ms. Lucia Sanchez, Rio Arriba County Planning and Zoning
Ms. Delilah Garcia, NMDOT
Mr. David Harris, NMDOT
Ms. Tessa Jo Mascareñas, Santa Fe County
Ms. Francine Suazo, Los Alamos County
Mr. Dominic Montoya, Rio Metro Regional Transit District

APPROVAL OF AGENDA:

Governor Dorame asked that the agenda be amended so that Agenda Item I – Ski Santa Fe Updatewould be moved under presentation items Agenda Item B.

Commissioner Chavez made a motion to approve the agenda as amended. Mr. Bulthuis seconded the motion and it passed by unanimous voice vote (10-0).

APPROVAL OF MINUTES – January 9, 2015

Commissioner Chavez made a motion to approve the minutes from January 9, 2015 as presented. Councilor Sheehey seconded the motion and it passed by unanimous voice vote (10-0).

PUBLIC COMMENTS:

There were none.

PRESENTATION ITEMS:

A. Presentation of Employee Anniversaries

Mayor Barrone presented Ms. Kathy Diaz, Mary Pacheco and Roger Weahkee with 5-Year Service Awards.

B. **Presentation and Review of Santa Fe Metropolitan Planning Organization (MPO) Transit Master Plan**

Mr. Aune gave a brief overview regarding the Santa Fe Metropolitan Planning Organization's (MPO) Transit Master Plan.

C. **Discussion and Consideration of Resolution No. 2015-05 Authorizing a Budget Amendment to Increase the FY2015 Budget from the 5309 State of Good Repair Federal Funding, Cash Reserves and Unexpended State Capital Outlay Funds**

Request to amend the FY2015 budget and incorporate additional revenues of $202,460.10 from the State of Good Repair 5309 federal funding. NCRTD will match the federal funding with $50,437.90 in cash reserves and $9,312 from unexpended FY2014 State Capital Outlay funds and will purchase 3 additional buses.

Resolution No. 2015-05 authorizes a budget amendment to increase NCRTD's budget by $262,210.

Mr. Bulthuis made a motion to approve Resolution No. 2015-05 as presented. Councilor Ring seconded the motion and it passed by a roll call vote (11-0).

ACTION ITEMS FOR APPROVAL/ DISCUSSION:

D. **Discussion and Consideration of FY2015 Capital Bus Procurement**

In December, 2014 the FY 2015 5309 State of Good Repair Capital Funding of $253,075.13 was awarded to the District by the New Mexico Department of Transportation for the purchase of 2 buses. At this time the District desires to purchase these buses: 1-20 passenger for $112,835.00 bus and 1-36 passenger bus for $149,375.00 in the total amount of $262,210.00. The FY15 Budget included the purchase of a 14 passenger bus with funds coming from GRT and NCRTD Miscellaneous Funds/ and Capital Replacement Reserves for a total of $66,521.00.

Mr. Bulthuis made a motion to approve the item as presented. Commissioner Chavez seconded the motion and it passed by a roll call vote (11-0).

E. **Discussion and Consideration of Resolution No. 2015-06 Disposal and Auction of Obsolete Fleet and Miscellaneous District Property**

It was recommended that the Board approve Resolution No. 2015-06 authorizing disposal of the list of items reviewed and recommended by the NCRTD Property Disposal Committee.

Mayor Barrone made a motion to approve Resolution No. 2015-06 as presented. Commissioner Chavez seconded the motion and it passed by a roll call vote (11-0).

F. **Discussion and Consideration of Resolution No. 2015-07 Donation of 2 Obsolete Buses to Taos County Senior Program**

The proposed resolution authorizes the donation of Two (2) obsolete buses to Taos County Senior Program.

Councilor Ring made a motion to approve Resolution No. 2015-07 as presented. Councilor Sheehey seconded the motion and it passed by a roll call vote (11-0).

G. Discussion and Review of the North Central Regional Transit District FY2015 Mid-Year Financial Summary Report

The North Central Regional Transit District (NCRTD) is currently reporting six months of financial activity. The standard for revenues and expenditures for the six-month period is 50% of the budget.

The total budget is $10,254,126, which includes a $494,200 budget increase that was approved by the Board of Directors at its January 9, 2014 meeting.

The NCRTD has received 37.2% of its revenue excluding budgeted cash balance. There is a two month lag in receiving gross receipts tax revenue and approximately one to two months in federal revenues. The anticipated surplus in revenues at year end is $92,441.

Midway through the fiscal year, expenditures were 34.8% of the budget, well below the 50% threshold. The percentage is low because the invoices for the second quarter for Non-RTD services have not been received. NCRTD expects to have a $100,535 surplus in expenditures by year end.

Commissioner Chavez made a motion to accept the report as presented. Mr. Montoya seconded the motion and it passed by a roll call vote (11-0).

H. Discussion and Review of the Draft North Central Regional Transit District Social Media Policy and Resolution 2015-04

This was a discussion of the draft NCRTD Social Media Policy and draft Resolution adopting the NCRTD Social Media Policy. The use of social media amongst transit agencies has become a standard means of disseminating information to riders and stakeholders. It allows the NCRTD to share information beyond the conventional website experience and creates a forum for conversations about issues important to its riders and those who might use the system.

[This item was for discussion only. No action was required on this item.]

DISCUSSION ITEMS:

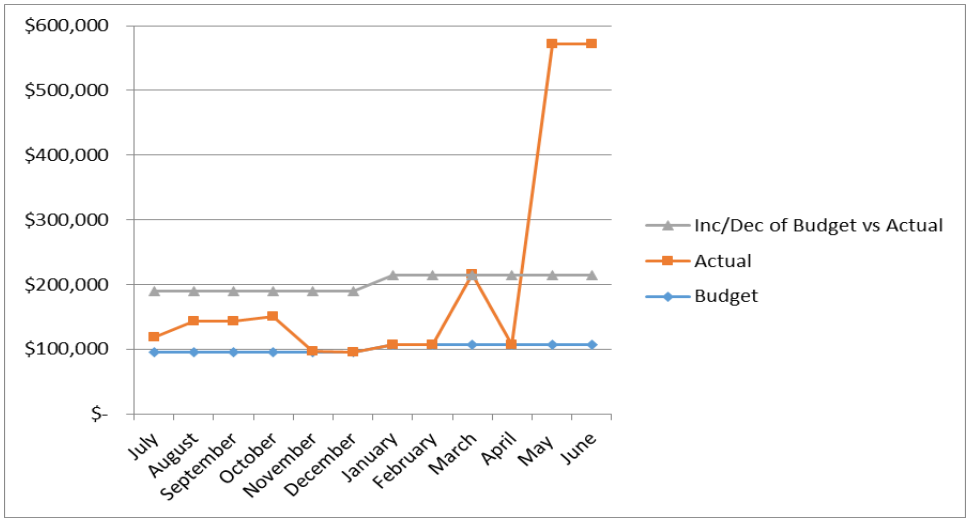
I. Discussion and Review of Ski Santa Fe Service - Update

There was no report on this item. However, Mr. Mortillaro and Ms. McGuire gave a brief overview on this item stating that discussion on this item would soon have to come to an end.

Governor Dorame expressed his concern based on cultural sensitivity from the Pueblo of Tesuque.

[This item was for discussion only. No action was required on this item.

J. Financial Report for January 2015:



K. Finance Subcommittee Report:

The minutes from December 19, 2014 were presented in the Board packet for review.

L. Tribal Subcommittee Report:

There was no report.

M. Executive Report for January 2015 and Comments from the Executive Director:

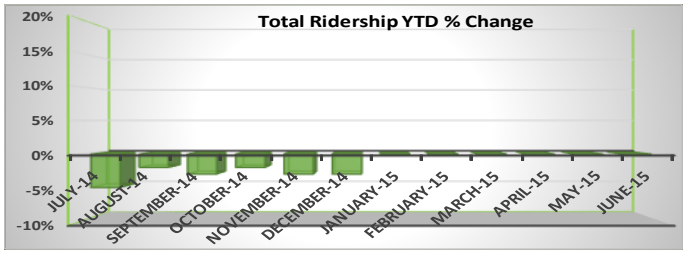
1) **Executive Report**
2) **Performance Measures for December 2014**
3) **Ridership Report for December 2014**
4) **Public Meetings for the Long Range Transit Plan have been advertised for February 18 and 19.**
5) **House Bill 92 provides funding for transit and members should express support for this legislation.**

NCRTD Monthly Ridership Summary

December 1, 2014 through December 31, 2014

Calendar Operating Days

	This Year
Jul-14	22
Aug-14	21
Sep-14	21
Oct-14	22
Nov-14	17
Dec-14	21
Jan-15	
Feb-15	
Mar-15	
Apr-15	
May-15	
Jun-15	



Monthly System Totals

	This Year	Last Year	% Change
NCRTD Operated	14,933	15,069	-1%
NCRTD Funded	20,576	21,251	-3%
All Systems Funded Total	35,509	36,320	-2%

Year to Date Totals

	This Year	Last Year	Difference	% Change
NCRTD Operated	98,546	102,537	-3,991	-4%
NCRTD Funded	162,166	165,338	-3,172	-2%
All Systems Funded Total	260,712	267,875	-7,163	-3%

MATTERS FROM THE BOARD

There were none.

MISCELLANEOUS

ADJOURN

The meeting was adjourned at 11:41 AM.

Commissioner Chavez made a motion to adjourn the meeting. Councilor Ring seconded the motion and it passed by unanimous voice vote (11-0).

NEXT BOARD MEETING: March 6, 2015 at 9:00 a.m.